

TITLE: Water Operator  
DIVISION: Water Operations  
CLASSIFICATION: Non-Exempt, Full Time  
REPORTS TO: Operations Supervisor  
SUPERVISES: None.

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**Purpose of Position:** This is a skilled position able to work independently and/or with experienced field operations staff to facilitate the maintenance of water distribution systems. Position primarily works with water and in the public right of way and easements. This position reports to the Operations Supervisor and receives daily direction from the Operations Manager.

**Essential Functions:** (Must be able to perform these functions with or without reasonable accommodation).

- Installs and repairs new pipes, valves, services, laterals, and other assets of the water distribution system as part of the crew; handles simple maintenance and repair tasks independently.
- Completes preventative maintenance of meters, hydrants, valves, and other corrective maintenance duties as part of the crew.
- Clean well areas and job sites (sweeping, putting up tools, equipment) and assisting with equipment, inventory, and tool organization.
- Set meters and document meter information.
- Complete water meter testing.
- Responds to customer-initiated trouble calls such as water leaks and water quality problems.
- Assist staff with testing, chlorination, and sampling of new water mains.
- Maintain equipment and tools used in the construction and maintenance of water and wastewater systems. Example: backhoes, tapping equipment, and mud pumps
- Operates construction and maintenance equipment under the direct supervision of experienced staff (ex: pump truck, backhoe, tapping machines, pipe inspection camera systems).
- Locate and mark underground utilities using a variety of electronic equipment.
- Assist in the administration, sorting, filing and follow-up of line locate requests.
- Performs water distribution system flushing, pressure monitoring, hydrant flow testing as part of a crew.
- Pull and clean equipment such as: pumps, check valves, and air relief valves.
- Attends safety training classes and other approved training to advance professional development.
- Assemble materials, tools, and equipment needed to perform job functions.
- Setting up safety and traffic control measures (ex: cones, flashing lights, taping off trenches, directing traffic).
- Views company system maps on the computer to locate service numbers, pipe sizes, and valve locations.

**Skills, Knowledge & Abilities:** (these are required to perform the essential functions of the job).

- Must be able to operate a personal computer, tablet, general office equipment, plant equipment, laboratory equipment, motor vehicle, backhoe, pumps, meters, or other equipment as necessary to complete essential functions, to include the use of word processing, spreadsheet, database, e-mail, Internet, or other computer applications.

- Must maintain a comprehensive, current knowledge of applicable laws/regulations as they pertain to position.
- Must maintain an awareness of new trends and advances in the profession through professional literature, professional affiliations, and workshops as appropriate.
- Must be able to perform job tasks and exercise independent judgment with a high level of accuracy.
- Ability to handle multiple tasks effectively, work under pressure and to prioritize.
- Must be able to proficiently read, write and communicate clearly in English.
- Must be able to maintain a positive and professional attitude and an effective working relationship with and among coworkers.
- Must be able to travel throughout the Baldwin County area regularly and out of town occasionally.
- Ability to perform addition, subtraction, multiplication, and division; ability to calculate decimals and percentages; may include ability to perform mathematical operations with fractions; may include ability to calculate surface areas, volumes, weights, and measures.
- Must be able to use hands, fingers, and wrist repetitively, using a keyboard.
- Must be able to stand and walk around regularly, both inside and outside, sometimes in inclement weather and on uneven terrain.
- Must be able to lift, carry, push and/or pull objects and materials up to 50 lbs.

**Marginal Functions:** (Other duties likely to be assigned).

- Responds to emergency calls as needed.
- Other duties as assigned.

### **Experience and Education Requirements**

- High School Diploma or equivalent.
- Five years related experience in the water operations environment preferred.
- Certifications: must be able to obtain Grade II Water Operator License within 2 years of hire date.
- Heavy equipment operator training preferred.
- Must possess and maintain a valid Alabama driver's license.
- Must pass a drug screen and criminal background check.

### **Working Conditions**

Potential exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, temperature and noise extremes, fumes, hazardous materials, toxic agents, machinery, vibrations, or traffic hazards. Position requires a high level of commitment during working and off hours due to the continuous nature of reliability of the service involved. Position requires odd hours and may be called in during off days, during emergencies, and as needed. Position is 90% field time and 10% office. Lifting demands could be up to 100 pounds intermittently. Walking, jumping, and balance are required.

Must be available for on call duty as critical personnel during Hurricanes, inclement weather or other situations that would threaten facility operations.